



# STATE OF NEW JERSEY DEPARTMENT OF EDUCATION

A Memo from the New Jersey Department of Education

Date: January 13, 2021

To: Chief School Administrators, Charter School, and Renaissance School Leads

Route To: Business Administrators, Board Secretaries, Charter and Renaissance School Designees, Administrators, and Board Members

From: Kathryn A. Whalen, Director  
Offices of School Ethics and Compliance  
Division of Executive Services

Deadlines: April 30, 2021 and November 1, 2021

## Filing of 2021 Personal/Relative and Financial Disclosure Statements

This memo serves to advise all districts, charter schools, and Renaissance school projects that the School Ethics Commission's (SEC) electronic filing system is *not* currently operational. As a result, and as further detailed below, the School Ethics Commission (SEC) has modified certain deadlines relative to the filing of 2021 Personal/Relative and Financial Disclosure Statements (Disclosure Statements). However, these unanticipated technology delays will *not* affect the April 30, 2021, deadline by which all returning school officials must file their Disclosure Statements. SEC will provide more detailed filing instructions, frequently asked questions, and other relevant information prior to the electronic filing system becoming operational.

### Key Deadlines:

- *On or about February 8, 2021*: Opening of February list of school officials (new and returning school officials).
- *February 22, 2021*: Deadline for February list of school officials to be populated.
- *Thirty (30) days after the opening of the February list of school officials*: Deadline for new school officials to file their Disclosure Statements.
- *April 30, 2021*: Deadline for Board Secretary and charter and Renaissance school designees to complete their review of Disclosure Statements.
- *May 14, 2021*: Deadline for Board Secretary and charter and Renaissance school designees to submit certification and report to the SEC.
- *June 1, 2021*: Opening of June list of school officials (*new school officials only*).
- *June 15, 2021*: Deadline for June list of school officials to be populated.
- *November 1, 2021*: Deadline for Board Secretary and charter and Renaissance school designees to complete their review of Disclosure Statements.
- *November 15, 2021*: Deadline for Board Secretary and charter and Renaissance school designees to submit certification and report to the SEC.

### Contact Information

If you have questions, please contact the Offices of School Ethics and Compliance at [school.ethics@doe.nj.gov](mailto:school.ethics@doe.nj.gov).

c: Members, State Board of Education  
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